

**Charge for the January 2005 Director's Review
Of the CDF Run IIb Detector Upgrade**

Please conduct a Director's Review of the CDF Run IIb Detector Upgrade project. Assessing progress to date by the Project Team is one of the charge items. CDF will present the progress on and status of the trigger upgrades. Assess the success of the installation and commissioning of the Central Preshower Detector Upgrade. Although installation of the upgrade is "off project," please examine the plans for the 2005 installation activities. Assess the schedule for completing the project relative to the formal as well as the internal CD-4 dates (January 2006 and September 2005 respectively). Assess the commissioning plans for the Run IIb Detector Upgrade components. This assessment should include planned staffing needs and availability.

This review should, as has become traditional, cover the technical, cost, schedule and management aspects of the complete project. In particular, we would like a reassessment of the cost to complete and the associated contingency need.

Please present the Committee findings, comments, and recommendations in a closeout meeting with the CDF Run IIb Upgrade Project Team and Fermilab management and provide a written report within two weeks.